



RE- REQUEST FOR QUOTATION (RFQ)

RFQ Reference: RFQ-RISING-2021-003

Date: 15 July 2021

SECTION 1: RE- REQUEST FOR QUOTATION (RFQ) – Supply and Delivery of Pottery Equipment Tools and Material at UNDP Djibouti Country Office (7th Floor, Mezz Tower, Rue de Venise, Djibouti)- Lot 2

UNDP kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

Annex 4: General Terms and Conditions

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Deadline for the Submission of Quotation 27 July 2021, 4.30 pm (Djibouti time)

Thank you and we look forward to receiving your quotations.

Issued by:

Signature:

Title: RESIDENT REPRESENTATIVE

Date: 15.07.2021



SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the <u>UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</u></p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p>
Deadline for the Submission of Quotation	<p>27 July 2021, at 4:30pm (Djibouti time) If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> Other bids.dj@undp.org</p> <ul style="list-style-type: none"> File Format: PDF files only File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. Financial quotation – PDF and Excel Version All files must be free of viruses and not corrupted. Max. File Size per transmission: 30 MB Mandatory subject of email: Supply and Delivery of Pottery Equipment Tools and Material at UNDP Djibouti Country Office (7th Floor, Mezz Tower, Rue de Venise, Djibouti) Multiple emails must be clearly identified by indicating in the subject line "email no. X of Y", and the final "email no. Y of Y." It is recommended that the entire Quotation be consolidated into as few attachments as possible.
Cost of preparation of quotation	<p>UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.</p>
Supplier Code of Conduct, Fraud, Corruption	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_andinvestigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p>
Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p>

	<p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<p><input checked="" type="checkbox"/> Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p>Select the applicable GTC:</p> <p><input type="checkbox"/> <u>General Terms and Conditions for Works</u></p> <p>Applicable Terms and Conditions and other provisions are available at <u>UNDP/How-we-buy</u></p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by [30 days as Per Liquidity Damage Clause]</p> <p><input type="checkbox"/> Others [pls. specify]</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Currency of Quotation	Quotations shall be quoted in USD or Djibouti Franc
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under <u>Solicitation policy</u> for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <p>a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process;</p> <p>d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
Duties and taxes	<p><u>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use.</u></p> <p>All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p>

	<input type="checkbox"/> be inclusive of VAT and other applicable indirect taxes <input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes UNDP will provide the Supplier a VAT Exemption Certificate covering the subject procurement.
Language of quotation	English - Including documentation including catalogues, instructions and operating manuals
Documents to be submitted	Bidders shall include the following documents in their quotation: <input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed <input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1. <u>This form is mandatory</u> <input checked="" type="checkbox"/> Company Profile, including printed brochures and product catalogues relevant to the Equipment being procured <input checked="" type="checkbox"/> Certificate of registration of the business, including Articles of Incorporation, or equivalent document if Bidder is not a corporation <input checked="" type="checkbox"/> Latest VAT Registration certificate (If applicable) <input checked="" type="checkbox"/> Bidders to submit at least 2 copies of Supply order and at least 2 Purchase Order with contact details of the clients. UNDP Reserves the right to conduct reference checks with previous clients <input checked="" type="checkbox"/> Properly filled-in Priced BOQs in as per the format provided with company stamp and signature; <u>This form is mandatory</u> <input checked="" type="checkbox"/> Duly filled price schedule (Financial Offer) for both Sea and Air <input checked="" type="checkbox"/> Delivery Schedule <input checked="" type="checkbox"/> Must submit Manufacturer's Warranty (if applicable) <input checked="" type="checkbox"/> Must submit relevant certificates to ensure the quality of the product mentioned in individual items (if applicable)
Quotation validity period	Quotations shall remain valid for 45 days from the deadline for the Submission of Quotation.
Liquidated Damages	<input checked="" type="checkbox"/> Will be imposed under the following conditions: Liquidated damages for delay caused by the Vendor shall be 0.05% of the price of the Contract per each working day of delay after 30 days but not exceeding 10% of the total value of the contract. After which UNDP may terminate the Contract.
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted Insert conditions for partial quotes and ensure that the requirements are properly listed in lots to allow partial quotes
Alternative Quotes	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted
Payment Terms	<input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation. <input type="checkbox"/> Other Click or tap here to enter text.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection [specify method, if possible] <input type="checkbox"/> Completion of Training on Operation and Maintenance [specify no. of trainees, and location of training, if possible] <input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements <input checked="" type="checkbox"/> Others [pls. specify] Payment will be released upon certification from the Consultant and the Contract Administrator.
Contact Person for correspondence, notifications and clarifications	E-mail address: proc.dji@undp.org Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified. Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Clarifications	Requests for clarification from bidders will not be accepted later than 24 July 2021 . Responses to request for clarification will be communicated via email from Click or tap here to enter text. the said date.
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer

	<input type="checkbox"/> Other Click or tap here to enter text.
Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input type="checkbox"/> Comprehensiveness of after-sales services <input checked="" type="checkbox"/> Earliest Delivery /shortest lead time <input type="checkbox"/> Others Click or tap here to enter text.
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
Type of Contract to be awarded	<input checked="" type="checkbox"/> Purchase Order <input type="checkbox"/> <u>Contract Face Sheet</u> (Goods and-or Services) (this template is also utilised for Long-Term Agreement) and if an LTA will be signed, specify the document that will trigger the call-off. E.g., PO, etc.) <input type="checkbox"/> <u>Contract for Works</u> <input type="checkbox"/> Other Type/s of Contract [pls. specify]
Expected date for contract award.	01 August 2021
Publication of Contract Award	UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with <u>UNDP Programme and Operations Policies and Procedures</u>
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.
Covid-19 Specific Measures	The bidder will have to comply with UNDP/ Government applicable COVID-19 provisions.

Annexes to the RFQ:

ANNEX 1: SCHEDULE OF REQUIREMENTS

ANNEX 2: QUOTATION SUBMISSION FORM

ANNEX 3: TECHNICAL AND FINANCIAL OFFER

ANNEX 4: GENERAL TERMS AND CONDITIONS

ANNEX 1: SCHEDULE OF REQUIREMENTS

Technical Specifications for Goods:

Lot 2

Sl No	Item	Specification			Brand
1	Pottery Chemical, Stain & Tool	CODE	QUANTITY	ITEMS	Assorted it
		POTTERY	CHEMICAL		
		FRIT3134	250 POUNDS	Ferro Frit #3134	
		CH-GROL	125 POUNDS	Grolleg English China Clay	
		CH-CoO	5 POUNDS	Cobalt Oxide	
		CH-CUOB	5 POUNDS	Black Copper Oxide	
		CH-RIO	5 POUNDS	Red Iron Oxide	
		CH-TIO	50 POUNDS	Titanium Dioxide	
		CH-ZPAX	50 POUNDS	Zircopax	
		POTTERY	STAIN		
		MS6410	5 POUNDS	Canary Yellow Mason Stain	
		MS6026	5 POUNDS	Lobster Mason Stain	
		MS6315	5 POUNDS	Zir. Vanadium Mason Stain	
		MS6263	5 POUNDS	Victoria Mason Stain	
		MS6027	5 POUNDS	Tangerine Mason Stain	
		POTTERY	TOOLS		
		ORSMC	1 BOX	50 Small Cones - 04, 03, 02	
		SCOOPM	5	Medium Scoops	
		SM80	5	4 Wax On Resist	
		289	5	80 Mesh Screen Sieves	
		MCUP	5	Measuring Cups	
		WONP	5	Fan Brush Set of 4	
		NHGBS	5	Royal 3 Piece Glaze Brush Set	

SI No	Item	Specification			Brand	Technical Compliance (Yes/ No)	Details of your offer
		B123-2	5	Hake Brushes			
		SGBS4	5	Royal Soft Grip Brush Script			
		5GB	6	5 Gallon Plastic Buckets with Lids			
		BW18L	4	Shimpo Banding Wheel 18L			
		KAL10	5	Calipers 10"			
		ABAT8	6	8" Amaco Plasti Bats			
		ABAT10	6	10" Amaco Plasti Bats			
		ABAT12	6	12" Amaco Plasti Bats			
		KLT1-X	5	Kemper Loop Tools			
		KLT5-X	5	Kemper Loop Tools			
		KLT6-X	5	Kemper Loop Tools			
		KLT7-X	5	Kemper Loop Tools			
		KLT8-X	5	Kemper Loop Tools			
		K6R4-X	5	Kemper Double End Ribbon Tool R46"			
		KS12	5	Kemper 6" Metal Scraper			
		KS3	5	Kemper 4" Scraper			
		MCWHD	5	Mudwire Cut Off Wire Heavy Duty			
		XPKB	5	Xiem Potters Knife			
		MRGPL	5	Mudtool Small Platter Rib			
		MRGB	5	Mudtool Green 5 Rib			
		MRR3	5	Mudtool Red 3 Rib			
		MRY6	5	Mudtool Yellow 6 Bowl Rib			
		MRB4	5	Mudtool Blue 4 Rib			
		116S10	1	Hydra Sponge 10 Pack			
		AE590B	5	Synthetic Sponge Rectangle			

Sl No	Item	Specification		Brand	Technical Compliance (Yes/ No)	Details of your offer
2	Pottery Paints	QUANTITY	ITEMS	Assorted Items		
		1	Sla 41 Beige (Opaque) - 25kg bag			
		1	Cb 6 White Zircon (Opaque) - 25kg bag =A236			
		1	Sla 7063 Coral Red (Opaque) - 25kg bag			
		1	A 18 Red- 25kg bag			
		1	Atp 4021 Chamois - 25kg bag			
		1	Aop 1015 Black - 25kg bag			
		1	Vla 3077 Honey Brown (Transparent) - 25kg bag			
		1	Atp 4274 Camellia Green - 25kg bag			
		1	Vla 3013 Turquoise Blue (Transparent) 25kg bag			
		1	Vla 3007 Dark Blue Sevres (Transparent) - 25kg bag			
		1	Ao 329 Celestial Blue (Semi-Opaque) - 25kg bag			
3	Pottery Chemical	QUANTITY	ITEMS	Assorted items		
		1	Black (Black) Eriochrome T Indicateur 25g			
		1	Magnesium Sulfate Heptahydrate 500g			
		1	Acide Edta Disod 2h2o Pa 1kg			
		1	Acide Edta Sel Disodique 500g			
		1	Ammonium Chloride Pa Acs Reag. Iso Phe99.5% 500gr			
		1	1KG Sodium Hydroxide, For Anal Ysis, Micropearls			
		1	Sodium Chlorure Pa-Acs-Iso 500g			
		1	Potassium Chlorure Pa1kg			
		1	Potassium Chlorure 99.5% Pa 500g			
		1	Lithium Chloride Reagent Grade 99% 500gr			
		1	Silver Nitrate Acs 99.0% 500gr			
		1	Potassium Chromate Pa Acs Phe99.5% 250gr			

Sl No	Item	Specification			Brand	Technical Compliance (Yes/ No)	Details of your offer
		1	Sodium Chloride Pa-Acs-Iso 500g				
		1	Buffer Solution Ph 7 +/- 0.01 Yellow Rattachee Nist 500ml				
		1	Solution Ph 7 +/- 0.01 YELLOW BOTTLE WITH TANK 250ML				
		1	Buffer Solution Ph 4 +/- 0.01 Red Rattachee Nist 500ml				
		1	Solution Ph 4 +/- 0.01 RED BOTTLE WITH TANK 250ML				
		1	Buffer Solution Ph 10 +/- 0.01 Blue Rattachee Nist 500ml				
		1	Solution Ph 10 +/- 0.01 BLUE BOTTLE WITH TANK 250ML				
		1	Micro Spatula Double Polished Steel 3x150				
		2	Schiling Burette 25 MI /0.1ml 1000ml Bottle				
		1	Mr Hei-Standard Magnetic Stirrer				
		5	Magnetic Bar Flattened Without Ring 8x25mm				
		10	Micro Magnetic Bar Without Ring 13x3mm				
		2	Graduated Low Shape Beaker 50ml Bte 10				
		2	Graduated Low Shape Beaker 100ml Bte 10				
		1	Graduated Low Shape Beaker 1l Bte 10				
		2	Volumetric Flask, Class A Bou. Col Rode 14/23 100ml Bte 5				
		1	Volumetric Flask, Class A Bouc He Col Rode 19/26 500ml Bte 5				
		1	Stainless steel sieve Diam 400mm Top 65MM MESH 500µm				
		1	Glove Polyvinyl Chloride A Uu Powder Size M Bte 100 * Covid 19*				
		2	Calcein disodium salt for complexometry, 5 g				
4	Pottery Material	ITEMS			Assorted Items		
		QUANTITY					
		10	TK Potter's Kit 12				
		10	TK 13 Potter's Kit				
		10	TK Potter's Kit 14				
		10	Kit Sgraffite TK 15/C				

SI No	Item	Specification	Brand	Technical Compliance (Yes/ No)	Details of your offer
		10 Paintec Enamelling Pump			
		10 Tool TI 411			
		10 Metal Needle T133			
		10 Drilling Tool C 20			
		10 Drilling Tool C 21			
		10 Drilling Tool C 22			
		10 Drilling Tool C 23			
		10 Rods For Roll H 4565 (X 2)			
		10 PINC 881 Square Normal Marten Kolinsky			
		10 PINC R2440 Japanese			
		10 PINC 760 Round VALANDREY			
		10 PINC 802			
		10 Triangular Plastic Comb			
		10 Mortar Glue			
		10 FULL CD49 ENGOBE PEAR			
		10 M 21 EMAIL CLAMP			
		10 Long Wood Drafter P61 (200MM)			
		10 Cutting Wire P44			
		2 Gloves Tmax 700 °C			
		10 Steel Compass			
		10 Steel Compass			
		10 Hardwood Compass			
		10 Hardwood Compass			
		10 Esteque Bois DUR - Série P			
		10 Esteque Bois DUR - Série P			
		10 Wooden Rod P 31 TO TURN			
		10 H_4565 Roller			
		10 P 7509 Modeler/Sculptor Tool			
		10 P 7509 Modeler/Sculptor Tool			

Sl No	Item	Specification		Brand	Technical Compliance (Yes/ No)	Details of your offer
		10	P 7509 Modeler/Sculptor Tool			
		10	P 7509 Modeler/Sculptor Tool			
		10	P 7509 Modeler/Sculptor Tool			
		10	P 7509 Modeler/Sculptor Tool			
		10	P 7509 Modeler/Sculptor Tool			
		10	P 7509 Modeler/Sculptor Tool			
		10	P 7509 Modeler/Sculptor Tool			
		10	P 7509 Modeler/Sculptor Tool			
		10	P 7509 Modeler/Sculptor Tool			
		1	Junior Table Conrouter			
		2	Sieve Range Wood And Steel Canvas			
		2	Sieve Range Wood And Steel Canvas			

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver the goods as per the delivery schedule after issuing the Purchase Order.
Delivery Terms (INCOTERMS 2020)	DAP UNDP will provide the Supplier a VAT Exemption Certificate covering the subject procurement.
Customs clearance (must be linked to INCOTERM)	<input type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> NA (where applicable) <input checked="" type="checkbox"/> Supplier/bidder (Customs Clearance by UNDP as Consignee) <input type="checkbox"/> Freight Forwarder
Exact Address(es) of Delivery Location(s)	Chief Technical Advisor Climate, Environment and Energy UNDP 7th Floor, Mezz Tower Rue de Venise Djibouti
Distribution of shipping documents (if using freight forwarder)	Applicable
Packing Requirements	Applicable - some chemicals are dangerous; like sodium hydroxide are dangerous because it is corrosif. So care must be taken when packing the requirement.
Training on Operations and Maintenance	NA
Warranty Period	Applicable warranty as per Price Schedule
After-sales service and local service support requirements	Replacement of any damaged items before final payment
Preferred Mode of Transport	Air / Sea
Delivery Period	2- 4 weeks

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	Click or tap here to enter text.	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Is your company a member of the UN Global Compact	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
Previous relevant experience: 2 contracts				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: FINANCIAL OFFER – GOODS

Bidders are requested to complete this form, sign it and return it as part of their quotation along with Annex 2 Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RFQ-Djibouti-2021-001	Date: Click or tap to enter a date.

Bidders are requested to complete the Financial Offer Form for both Sea and Air.

Financial Offer for SEA¹

Lot 2

Sl No	Item	Size	Quantity	Unit	Unit Price	Total Amount	Your offer compliance with TS	Remarks (please specify if your offer is not compliant with TS)
1	Pottery Chemical, Stain & Tool		Assorted Items refer to Technical Specification above				YES <input type="checkbox"/> NO <input type="checkbox"/>	
2	Pottery Paints		Assorted Items refer to Technical Specification above				YES <input type="checkbox"/> NO <input type="checkbox"/>	
3	Pottery Chemical		Assorted Items refer to Technical Specification above				YES <input type="checkbox"/> NO <input type="checkbox"/>	
4	Pottery Material		Assorted Items refer to Technical Specification above				YES <input type="checkbox"/> NO <input type="checkbox"/>	
Net Total Price								
Transportation Price (if applicable)								
Insurance Price								
Packaging								
Other cost (if any) – Please mention in details								
GRAND TOTAL (All Inclusive Prices with delivery as appropriate)								

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements <i>[pls. specify]</i>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
One (1) Year Warranty	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.

Exact name and address of company Company Name: Click or tap here to enter text. Address: Click or tap here to enter text. Click or tap here to enter text. Phone No.: Click or tap here to enter text. Email Address: Click or tap here to enter text.	Authorized Signature: Date: Click or tap here to enter text. Name: Click or tap here to enter text. Functional Title of Authorised Signatory: Click or tap here to enter text. Email Address: Click or tap here to enter text.
---	---

Financial Offer for AIR²

Lot 2

Sl No	Item	Size	Quantity	Unit	Unit Price	Total Amount	Your offer compliance with TS	Remarks (please specify if your offer is not compliant with TS)
-------	------	------	----------	------	------------	--------------	-------------------------------	---

1	Pottery Chemical, Stain & Tool		Assorted Items refer to Technical Specification above				YES <input type="checkbox"/> NO <input type="checkbox"/>	
2	Pottery Paints		Assorted Items refer to Technical Specification above				YES <input type="checkbox"/> NO <input type="checkbox"/>	
3	Pottery Chemical		Assorted Items refer to Technical Specification above				YES <input type="checkbox"/> NO <input type="checkbox"/>	
4	Pottery Material		Assorted Items refer to Technical Specification above				YES <input type="checkbox"/> NO <input type="checkbox"/>	

Net Total Price							
Transportation Price (if applicable)							
Insurance Price							
Packaging							
Other cost (if any) – Please mention in details							
GRAND TOTAL (All Inclusive Prices with delivery as appropriate)							

Compliance with Requirements

	You Responses
--	----------------------

	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements <i>[pls. specify]</i>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
One (1) Year Warranty	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.

<p><i>Exact name and address of company</i></p> <p>Company Name: Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Click or tap here to enter text.</p> <p>Phone No.: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>	<p>Authorized Signature:</p> <p>Date: Click or tap here to enter text.</p> <p>Name: Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>
--	---

Annex 4

GENERAL TERMS AND CONDITIONS FOR CONTRACTS

This Contract is between the United Nations Development Programme, a subsidiary organ of the United Nations established by the General Assembly of the United Nations (hereinafter "UNDP"), on the one hand, and a company or organization indicated in the Face Sheet of this Contract (hereinafter the "Contractor"), on the other hand.

1. LEGAL STATUS OF THE PARTIES: UNDP and the Contractor shall be referred to as a "Party" or, collectively, "Parties" hereunder, and:

1.1 Pursuant, *inter alia*, to the Charter of the United Nations and the Convention on the Privileges and Immunities of the United Nations, the United Nations, including its subsidiary organs, has full juridical personality and enjoys such privileges and immunities as are necessary for the independent fulfillment of its purposes.

1.2 The Contractor shall have the legal status of an independent contractor *vis-à-vis* UNDP, and nothing contained in or relating to the Contract shall be construed as establishing or creating between the Parties the relationship of employer and employee or of principal and agent. The officials, representatives, employees, or subcontractors of each of the Parties shall not be considered in any respect as being the employees or agents of the other Party, and each Party shall be solely responsible for all claims arising out of or relating to its engagement of such persons or entities.

2. OBLIGATIONS OF THE CONTRACTOR:

2.1 The Contractor shall deliver the goods described in the Technical Specifications for Goods (hereinafter the "Goods") and/or perform and complete the services described in the Terms of Reference and Schedule of Payments (hereinafter the "Services"), with due diligence and efficiency, and in accordance with this Contract. The Contractor shall also provide all technical and administrative support needed in order to ensure the timely and satisfactory delivery of the Goods and/or performance of the Services.

2.2 To the extent that the Contract involves any purchase of the Goods, the Contractor shall provide UNDP with written evidence of the delivery of the Goods. Such evidence of delivery shall, at the minimum, consist of an invoice, a certification of conformity, and other supporting shipment documentation as may otherwise be specified in the Technical Specifications for Goods.

2.3 The Contractor represents and warrants the accuracy of any information or data provided to UNDP for the purpose of entering into this Contract, as well as the quality of the deliverables and reports foreseen under this Contract, in accordance with the highest industry and professional standards.

2.4 All time limits contained in this Contract shall be deemed to be of the essence in respect of the performance of the delivery of the Goods and/or the provision of the Services.

3. LONG TERM AGREEMENT: If the Contractor is engaged by UNDP on the basis of a long-term agreement ("LTA") as indicated in the Face Sheet of this Contract, the following conditions shall apply:

3.1 UNDP does not warrant that any quantity of Goods and/or Services shall be ordered during the term of the LTA.

3.2 Any UNDP business unit, including, but not limited to, a Headquarters unit, a Country Office or a Regional Centre, as well as any United Nations entity, may benefit from the retainer and order Goods and/or Services from the Contractor hereunder.

3.3 The Contractor shall provide the Services and/or deliver the Goods, as and when requested by UNDP and reflected in a Purchase Order, which shall be subject to the terms and conditions stipulated in this Contract. For the avoidance of doubt, UNDP shall acquire no legal obligations towards the Contractor unless and until a Purchase Order is issued.

3.4 The Goods and/or Services shall be at the Discount Prices annexed hereto. The prices shall remain in effect for a period of three years from the Starting Date stated in the Face Sheet of this Contract.

3.5 In the event of any advantageous technical changes and/or downward pricing of the Goods and/or Services during the term of the retainer, the Contractor shall notify UNDP immediately. UNDP shall consider the impact of any such event and may request an amendment to the retainer.

3.6 The Contractor shall report semi-annually to UNDP on the Goods delivered and/or Services provided, unless otherwise specified in the Contract. Each report should be submitted to the UNDP Contact Person indicated in as indicated in the

Face Sheet hereto, as well as to a UNDP business unit that has placed a Purchase Order for the Goods and/or Services during the reporting period.

3.7 The LTA shall remain in force for the maximum period of two years and may be extended by UNDP for one additional year by mutual agreement of the Parties.

4. PRICE AND PAYMENT:

4.1 FIXED PRICE: If Fixed Price is chosen as a payment method pursuant to the Face Sheet of this Contract, in full consideration for the complete and satisfactory delivery of the Goods and/or provision of the Services, UNDP shall pay the Contractor a fixed amount indicated in the Face Sheet of this Contract.

4.1.1 The amount stated in the Face Sheet of this Contract is not subject to any adjustment or revision because of price or currency fluctuations, or the actual costs incurred by the Contractor in the performance of the Contract.

4.1.2 UNDP shall effect payments to the Contractor in the amounts and pursuant to the schedule of payments set forth in the Terms of Reference and Schedule of Payments, upon completion by the Contractor of the corresponding deliverable(s) and upon acceptance by UNDP of the original invoices submitted by the Contractor to the UNDP Contact Person indicated in the Face Sheet of this Contract, together with whatever supporting documentation that may be required by UNDP:

4.1.3 Invoices shall indicate a deliverable completed and the corresponding amount payable.

4.1.4 Payments effected by UNDP to the Contractor shall be deemed neither to relieve the Contractor of its obligations under this Contract nor as acceptance by UNDP of the Contractor's delivery of the Goods and/or provision of the Services.

4.2 COST REIMBURSEMENT: If Cost Reimbursement is chosen as a payment method pursuant to the Face Sheet of this Contract, in full consideration for the complete and satisfactory delivery of the Goods and/or provision of the Services under this Contract, UNDP shall pay the Contractor an amount not exceeding the total amount stated in the Face Sheet of this Contract.

4.2.1 The said amount is the maximum total amount of reimbursable costs under this Contract. The breakdown of costs contained in the Financial Proposal, referred to in the Face Sheet to this Contract shall specify the maximum amount per each cost category that is reimbursable under this Contract. The Contractor shall specify in its invoices or financial reports (as required by UNDP) the amount of the actual reimbursable costs incurred in the delivery of the Goods and/or the provision of the Services.

4.2.2 The Contractor shall not provide the Services and/or deliver the Goods or equipment, materials and supplies that may result in any costs in excess of the amount stated in the Face Sheet of this Contract, or of the maximum amount per each cost category specified in the breakdown of costs contained in the Financial Proposal, without the prior written agreement of the UNDP Contact Person.

4.2.3 The Contractor shall submit original invoices or financial reports (as required by UNDP) for the Goods delivered in accordance with the Technical Specifications for Goods and/or the Services provided in accordance with the schedule set forth in the Terms of Reference and Schedule of Payments. Such invoices or financial reports shall indicate a deliverable or deliverables completed and the corresponding amount payable. They shall be submitted to the UNDP Contact Person, together with whatever supporting documentation of the actual costs incurred that is required in the Financial Proposal, or may be required by UNDP.

4.2.4 UNDP shall effect payments to the Contractor upon completion by the Contractor of the deliverable(s) indicated in the original invoices or financial reports (as required by UNDP) and upon acceptance of these invoices or financial reports by UNDP. Such payments shall be subject to any specific conditions for reimbursement specified in the breakdown of costs contained in the Financial Proposal.

4.2.5 Payments effected by UNDP to the Contractor shall be deemed neither to relieve the Contractor of its obligations under this Contract nor as acceptance by UNDP of the Contractor's delivery of the Goods and/or performance of the Services.

5. ADVANCE PAYMENT:

5.1 If an advance payment is due to the Contractor pursuant to the Face Sheet of this Contract, the Contractor shall submit an original invoice for the amount of that advance payment upon signature of this Contract by the Parties.

5.2 If an advance payment representing 20% or more of the total contract value, or amounting to US\$30,000 or more, is to be made by UNDP upon signature of the Contract by the Parties, such payment shall be contingent upon receipt and acceptance by UNDP of a bank guarantee or a certified cheque for the full amount of the advance payment, valid for the duration of the Contract, and in a form acceptable to UNDP.

6. SUBMISSION OF INVOICES AND REPORTS:

6.1 All original invoices, financial reports and any other reports and supporting documentation required under this Contract shall be submitted by mail by the Contractor to UNDP Contact Person. Upon

request of the Contractor, and subject to approval by UNDP, invoices and financial reports may be submitted to UNDP by fax or email.

6.2 All reports and invoices shall be submitted by the Contractor to the UNDP Contact Person specified in the Face Sheet of this Contract.

7. TIME AND MANNER OF PAYMENT:

7.1 Invoices shall be paid within thirty (30) days of the date of their acceptance by UNDP. UNDP shall make every effort to accept an original invoice or advise the Contractor of its non-acceptance within a reasonable time from receipt.

7.2 Where the Services are to be provided, in addition to an invoice, the Contractor shall submit to UNDP a report, describing in detail the Services provided under the Contract during the period of time covered in each report.

8. RESPONSIBILITY FOR EMPLOYEES: To the extent that the Contract involves the provision of the Services to UNDP by the Contractor's officials, employees, agents, servants, subcontractors and other representatives (collectively, the Contractor's "personnel"), the following provisions shall apply:

8.1 The Contractor is responsible for and shall assume all risk and liabilities relating to its personnel and property.

8.2 The Contractor shall be responsible for the professional and technical competence of the personnel it assigns to perform work under the Contract and will select reliable and competent individuals who will be able to effectively perform the obligations under the Contract and who, while doing so, will respect the local laws and customs and conform to a high standard of moral and ethical conduct.

8.3 Such Contractor personnel shall be professionally qualified and, if required to work with officials or staff of UNDP, shall be able to do so effectively. The qualifications of any personnel whom the Contractor may assign or may propose to assign to perform any obligations under the Contract shall be substantially the same, or better, as the qualifications of any personnel originally proposed by the Contractor.

8.4 At the option of and in the sole discretion of UNDP:

8.4.1 the qualifications of personnel proposed by the Contractor (*e.g.*, a curriculum vitae) may be reviewed by UNDP prior to such personnel's performing any obligations under the Contract;

8.4.2 any personnel proposed by the Contractor to perform obligations under the Contract may be interviewed by qualified staff or officials of UNDP prior to such personnel's performing any obligations under the Contract; and,

8.4.3 in cases in which, pursuant to Article 8.4.1 or 8.4.2, above, UNDP has reviewed the qualifications of such Contractor's personnel, UNDP may reasonably refuse to accept any such personnel.

8.5 Requirements specified in the Contract regarding the number or qualifications of the Contractor's personnel may change during the course of performance of the Contract. Any such change shall be made only following written notice of such proposed change and upon written agreement between the Parties regarding such change, subject to the following:

8.5.1 UNDP may, at any time, request, in writing, the withdrawal or replacement of any of the Contractor's personnel, and such request shall not be unreasonably refused by the Contractor.

8.5.2 Any of the Contractor's personnel assigned to perform obligations under the Contract shall not be withdrawn or replaced without the prior written consent of UNDP, which shall not be unreasonably withheld.

8.5.3 The withdrawal or replacement of the Contractor's personnel shall be carried out as quickly as possible and in a manner that will not adversely affect the performance of obligations under the Contract.

8.5.4 All expenses related to the withdrawal or replacement of the Contractor's personnel shall, in all cases, be borne exclusively by the Contractor.

8.5.5 Any request by UNDP for the withdrawal or replacement of the Contractor's personnel shall not be considered to be a termination, in whole or in part, of the Contract, and UNDP shall not bear any liability in respect of such withdrawn or replaced personnel.

8.5.6 If a request for the withdrawal or replacement of the Contractor's personnel is *not* based upon a default by or failure on the part of the Contractor to perform its obligations in accordance with the Contract, the misconduct of the personnel, or the inability of such personnel to reasonably work together with UNDP officials and staff, then the Contractor shall not be liable by reason of any such request for the withdrawal or replacement of the Contractor's personnel for any delay in the performance by the Contractor of its obligations under the Contract that is substantially the result of such personnel's being withdrawn or replaced.

8.6 Nothing in Articles 8.3, 8.4 and 8.5, above, shall be construed to create any obligations on the part of UNDP with respect to the Contractor's personnel assigned to perform work under the Contract, and such personnel shall remain the sole responsibility of the Contractor.

8.7 The Contractor shall be responsible for requiring that all personnel assigned by it to perform any obligations under the Contract and who may have access to any premises or other property of UNDP shall:

8.7.1 undergo or comply with security screening requirements made known to the Contractor by UNDP, including but not limited to, a review of any criminal history;

8.7.2 when within UNDP premises or on UNDP property, display such identification as may be approved and furnished by UNDP security officials, and that upon the withdrawal or replacement of any such personnel or upon termination or completion of the Contract, such personnel shall immediately return any such identification to UNDP for cancellation.

8.8 Within one working day after learning that any of Contractor's personnel who have access to any UNDP premises have been charged by law enforcement authorities with an offense other than a minor traffic offense, the Contractor shall provide written notice to inform UNDP about the particulars of the charges then known and shall continue to inform UNDP concerning all substantial developments regarding the disposition of such charges.

8.9 All operations of the Contractor, including without limitation, storage of equipment, materials, supplies and parts, within UNDP premises or on UNDP property shall be confined to areas authorized or approved by UNDP. The Contractor's personnel shall not enter or pass through and shall not store or dispose of any of its equipment or materials in any areas within UNDP premises or on UNDP property without appropriate authorization from UNDP.

8.10 The Contractor shall (i) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the Services are being provided; and

(ii) assume all risks and liabilities related to the Contractor's security, and the full implementation of the security plan.

8.11 UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this contract. Notwithstanding the foregoing, the Contractor shall remain solely responsible for the security of its personnel and for UNDP's property in its custody as set forth in paragraph 8.10 above.

9. ASSIGNMENT:

9.1 Except as provided in Article 9.2, below, the Contractor may not assign, transfer, pledge or make any other disposition of the Contract, of any part of the Contract, or of any of the rights, claims or obligations under the Contract except with the prior written authorization of UNDP. Any such unauthorized assignment, transfer, pledge or other disposition, or any attempt to do so, shall not be binding on UNDP. Except as permitted with respect to any approved subcontractors, the Contractor shall not delegate any of its obligations under this Contract, except with the prior written consent of UNDP. Any such unauthorized delegation, or attempt to do so, shall not be binding on UNDP.

9.2 The Contractor may assign or otherwise transfer the Contract to the surviving entity resulting from a reorganization of the Contractor's operations, *provided that:*

9.2.1 such reorganization is not the result of any bankruptcy, receivership or other similar proceedings; *and,*

9.2.2 such reorganization arises from a sale, merger, or acquisition of all or substantially all of the Contractor's assets or ownership interests; *and,*

9.2.3 the Contractor promptly notifies UNDP about such assignment or transfer at the earliest opportunity; *and,*

9.2.4 the assignee or transferee agrees in writing to be bound by all of the terms and conditions of the Contract, and such writing is promptly provided to UNDP following the assignment or transfer.

10. SUBCONTRACTING: In the event that the Contractor requires the services of subcontractors to perform any obligations under the Contract, the Contractor shall obtain the prior written approval of UNDP. UNDP shall be entitled, in its sole discretion, to review the qualifications of any subcontractors and to reject any proposed subcontractor that UNDP reasonably considers is not qualified to perform obligations under the Contract. UNDP shall have the right to require any subcontractor's removal from UNDP premises without having to give any justification therefor. Any such rejection or request for removal shall not, in and of itself, entitle the Contractor to claim any delays in the performance, or to assert any excuses for the non-performance, of any of its obligations under the Contract, and the Contractor shall be solely responsible for all services and obligations performed by its subcontractors. The terms of any subcontract shall be subject to, and shall be construed in a manner that is fully in accordance with, all of the terms and conditions of the Contract.

11. PURCHASE OF GOODS: To the extent that the Contract involves any purchase of the Goods, whether in whole or in part, and unless specifically stated otherwise in the Contract, the following conditions shall apply to such purchases under the Contract:

11.1 DELIVERY OF GOODS: The Contractor shall hand over or make available the Goods, and UNDP shall receive the Goods, at the place for the delivery of the Goods and within the time for delivery of the Goods specified in the Contract. The Contractor shall provide to UNDP such shipment documentation (including, without limitation, bills of lading, airway bills, and commercial invoices) as are specified in the Contract or, otherwise, as are customarily utilized in the trade. All manuals, instructions, displays and any other information relevant to the Goods shall be in the English language unless otherwise specified in the Contract. Unless otherwise stated in the Contract (including, but not limited to, in any "INCOTERM" or similar trade term), the entire risk of loss,

damage to, or destruction of the Goods shall be borne exclusively by the Contractor until physical delivery of the Goods to UNDP in accordance with the terms of the Contract. Delivery of the Goods shall not be deemed in itself as constituting acceptance of the Goods by UNDP.

11.2 INSPECTION OF THE GOODS: If the Contract provides that the Goods may be inspected prior to delivery, the Contractor shall notify UNDP when the Goods are ready for pre-delivery inspection. Notwithstanding any pre-delivery inspection, UNDP or its designated inspection agents may also inspect the Goods upon delivery in order to confirm that the Goods conform to applicable specifications or other requirements of the Contract. All reasonable facilities and assistance, including, but not limited to, access to drawings and production data, shall be furnished to UNDP or its designated inspection agents at no charge therefor. Neither the carrying out of any inspections of the Goods nor any failure to undertake any such inspections shall relieve the Contractor of any of its warranties or the performance of any obligations under the Contract.

11.3 PACKAGING OF THE GOODS: The Contractor shall package the Goods for delivery in accordance with the highest standards of export packaging for the type and quantities and modes of transport of the Goods. The Goods shall be packed and marked in a proper manner in accordance with the instructions stipulated in the Contract or, otherwise, as customarily done in the trade, and in accordance with any requirements imposed by applicable law or by the transporters and manufacturers of the Goods. The packing, in particular, shall mark the Contract or Purchase Order number and any other identification information provided by UNDP as well as such other information as is necessary for the correct handling and safe delivery of the Goods. Unless otherwise specified in the Contract, the Contractor shall have no right to any return of the packing materials.

11.4 TRANSPORTATION & FREIGHT: Unless otherwise specified in the Contract (including, but not limited to, in any "INCOTERM" or similar trade term), the Contractor shall be solely liable for making all transport arrangements and for payment of freight and insurance costs for the shipment and delivery of the Goods in accordance with the requirements of the Contract. The Contractor shall ensure that UNDP receives all necessary transport documents in a timely manner so as to enable UNDP to take delivery of the Goods in accordance with the requirements of the Contract.

11.5 WARRANTIES: Unless otherwise specified in the Contract, in addition to and without limiting any other warranties, remedies or rights of UNDP stated in or arising under the Contract, the Contractor warrants and represents that:

11.5.1 The Goods, including all packaging and packing thereof, conform to the technical specifications, are fit for the purposes for which such Goods are ordinarily used and for any purposes expressly made known in writing in the Contract, and shall be of even quality, free from faults and defects in design, material, manufacturer and workmanship;

11.5.2 If the Contractor is not the original manufacturer of the Goods, the Contractor shall provide UNDP with the benefit of all manufacturers' warranties in addition to any other warranties required to be provided under the Contract;

11.5.3 The Goods are of the quality, quantity and description required by the Contract, including when subjected to conditions prevailing in the place of final destination;

11.5.4 The Goods are free from any right of claim by any third-party, including claims of infringement of any intellectual property rights, including, but not limited to, patents, copyright and trade secrets;

11.5.5 The Goods are new and unused;

11.5.6 All warranties will remain fully valid following any delivery of the Goods and for a period of not less than one (1) year following acceptance of the Goods by UNDP in accordance with the Contract;

11.5.7 During any period in which the Contractor's warranties are effective, upon notice by UNDP that the Goods do not conform to the requirements of the Contract, the Contractor shall promptly and at its own expense correct such non-conformities or, in case of its inability to do so, replace the defective Goods with Goods of the same or better quality or, at its own cost, remove the defective Goods and fully reimburse UNDP for the purchase price paid for the defective Goods; and,

11.5.8 The Contractor shall remain responsive to the needs of UNDP for any services that may be required in connection with any of the Contractor's warranties under the Contract.

11.6 ACCEPTANCE OF GOODS: Under no circumstances shall UNDP be required to accept any Goods that do not conform to the specifications or requirements of the Contract. UNDP may condition its acceptance of the Goods upon the successful completion of acceptance tests as may be specified in the Contract or otherwise agreed in writing by the Parties. In no case shall UNDP be obligated to accept any Goods unless and until UNDP has had a reasonable opportunity to inspect the Goods following delivery. If the Contract specifies that UNDP shall provide a written acceptance of the Goods, the Goods shall not be deemed accepted unless and until UNDP in fact provides such written acceptance. In no case shall payment by UNDP in and of itself constitute acceptance of the Goods.

11.7 REJECTION OF GOODS: Notwithstanding any other rights of, or remedies available to UNDP under the Contract, in case any of the Goods are defective or otherwise do not conform to the specifications or other requirements of the Contract, UNDP, at its sole option, may reject or refuse to accept the Goods, and within thirty (30) days following receipt of notice from UNDP of such rejection or refusal to accept the Goods, the Contractor shall, in sole option of UNDP:

11.7.1 provide a full refund upon return of the Goods, or a partial refund upon a return of a portion of the Goods, by UNDP; *or,*

11.7.2 repair the Goods in a manner that would enable the Goods to conform to the specifications or other requirements of the Contract; *or,*

11.7.3 replace the Goods with Goods of equal or better quality; *and,*

11.7.4 pay all costs relating to the repair or return of the defective Goods as well as the costs relating to the storage of any such defective Goods and for the delivery of any replacement Goods to UNDP.

11.8 In the event that UNDP elects to return any of the Goods for the reasons specified in Article 11.7, above, UNDP may procure the Goods from another source. In addition to any other rights or remedies available to UNDP under the Contract, including, but not limited to, the right to terminate the Contract, the Contractor shall be liable for any additional cost beyond the balance of the Contract price resulting from any such procurement, including, *inter alia*, the costs of engaging in such procurement, and UNDP shall be entitled to compensation from the Contractor for any reasonable expenses incurred for preserving and storing the Goods for the Contractor's account.

11.9 TITLE: The Contractor warrants and represents that the Goods delivered under the Contract are unencumbered by any third party's title or other property rights, including, but not limited to, any liens or security interests. Unless otherwise expressly provided in the Contract, title in and to the Goods shall pass from the Contractor to UNDP upon delivery of the Goods and their acceptance by UNDP in accordance with the requirements of the Contract.

11.10 EXPORT LICENSING: The Contractor shall be responsible for obtaining any export license required with respect to the Goods, products, or technologies, including software, sold, delivered, licensed or otherwise provided to UNDP under the Contract. The Contractor shall procure any such export license in an expeditious manner. Subject to and without any waiver of the privileges and immunities of UNDP, UNDP shall lend the Contractor all reasonable assistance required for obtaining any such export license. Should any Governmental entity refuse, delay or hinder the Contractor's ability to obtain any such export license, the Contractor shall promptly consult with UNDP to enable UNDP to take appropriate measures to resolve the matter.

12. INDEMNIFICATION:

12.1 The Contractor shall indemnify, defend, and hold and save harmless, UNDP, and its officials, agents and employees, from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any third party against UNDP, including, but not limited to, all litigation costs and expenses, attorney's fees, settlement payments and damages, based on, arising from, or relating to:

12.1.1 allegations or claims that the possession of or use by UNDP of any patented device, any copyrighted material, or any other goods, property or services provided or licensed to UNDP under the terms of the Contract, in whole or in part, separately or in a combination contemplated by the Contractor's published specifications therefor, or otherwise specifically approved by the Contractor, constitutes an infringement of any patent, copyright, trademark, or other intellectual property right of any third party; *or*,

12.1.2 any acts or omissions of the Contractor, or of any subcontractor or anyone directly or indirectly employed by them in the performance of the Contract, which give rise to legal liability to anyone not a party to the Contract, including, without limitation, claims and liability in the nature of a claim for workers' compensation.

12.2 The indemnity set forth in Article 12.1.1, above, shall not apply to:

12.2.1 A claim of infringement resulting from the Contractor's compliance with specific written instructions by UNDP directing a change in the specifications for the goods, property, materials, equipment or supplies to be or used, or directing a manner of performance of the Contract or requiring the use of specifications not normally used by the Contractor; *or*

12.2.2 A claim of infringement resulting from additions to or changes in any goods, property, materials equipment, supplies or any components thereof furnished under the Contract if UNDP or another party acting under the direction of UNDP made such changes.

12.3 In addition to the indemnity obligations set forth in this Article 12, the Contractor shall be obligated, at its sole expense, to defend UNDP and its officials, agents and employees, pursuant to this Article 12, regardless of whether the suits, proceedings, claims and demands in question actually give rise to or otherwise result in any loss or liability.

12.4 UNDP shall advise the Contractor about any such suits, proceedings, claims, demands, losses or liability within a reasonable period of time after having received actual notice thereof. The Contractor shall have sole control of the defense of any such suit, proceeding, claim or demand and of all negotiations in connection with the settlement or compromise thereof, except with respect to the assertion or defense of the privileges and immunities of UNDP or any matter relating thereto, for which only UNDP itself is authorized to assert and maintain. UNDP shall have the right, at its own expense, to be represented in any such suit, proceeding, claim or demand by independent counsel of its own choosing.

12.5 In the event the use by UNDP of any Goods, property or Services provided or licensed to UNDP by the Contractor, in whole or in part, in any suit or proceeding, is for any reason enjoined, temporarily or permanently, or is found to infringe any patent, copyright, trademark or other intellectual property right, or in the event of a settlement, is enjoined, limited or otherwise interfered with, then the Contractor, at its sole cost and expense, shall, promptly, either:

12.5.1 procure for UNDP the unrestricted right to continue using such Goods or Services provided to UNDP;

12.5.2 replace or modify the Goods and/or Services provided to UNDP, or part thereof, with the equivalent or better Goods and/or Services, or part thereof, that is non-infringing; *or*,

12.5.3 refund to UNDP the full price paid by UNDP for the right to have or use such Goods, property or Services, or part thereof.

13. INSURANCE AND LIABILITY:

13.1 The Contractor shall pay UNDP promptly for all loss, destruction, or damage to the property of UNDP caused by the Contractor's personnel or by any of its subcontractors or anyone else directly or indirectly employed by the Contractor or any of its subcontractors in the performance of the Contract.

13.2 Unless otherwise provided in the Contract, prior to commencement of performance of any other obligations under the Contract, and subject to any limits set forth in the Contract, the Contractor shall take out and shall maintain for the entire term of the Contract, for any extension thereof, and for a period following any termination of the Contract reasonably adequate to deal with losses:

13.2.1 insurance against all risks in respect of its property and any equipment used for the performance of the Contract;

13.2.2 workers' compensation insurance, or its equivalent, or employer's liability insurance, or its equivalent, with respect to the Contractor's personnel sufficient to cover all claims for injury, death and disability, or any other benefits required to be paid by law, in connection with the performance of the Contract;

13.2.3 liability insurance in an adequate amount to cover all claims, including, but not limited to, claims for death and bodily injury, products and completed operations liability, loss of or damage to property, and personal and advertising injury, arising from or in connection with the Contractor's performance under the Contract, including, but not limited to, liability arising out of or in connection with the acts or omissions of the Contractor, its personnel, agents, or invitees, or the use, during the performance of the Contract, of any vehicles, boats, airplanes or other transportation vehicles and equipment, whether or not owned by the Contractor; *and*,

13.2.4 such other insurance as may be agreed upon in writing between UNDP and the Contractor.

13.3 The Contractor's liability policies shall also cover subcontractors and all defense costs and shall contain a standard "cross liability" clause.

13.4 The Contractor acknowledges and agrees that UNDP accepts no responsibility for providing life, health, accident, travel or any other insurance coverage which may be necessary or desirable in respect of any personnel performing services for the Contractor in connection with the Contract.

13.5 Except for the workers' compensation insurance or any self-insurance program maintained by the Contractor and approved by UNDP, in its sole discretion, for purposes of fulfilling the Contractor's requirements for providing insurance under the Contract, the insurance policies required under the Contract shall:

13.5.1 name UNDP as an additional insured under the liability policies, including, if required, as a separate endorsement under the policy;

13.5.2 include a waiver of subrogation of the Contractor's insurance carrier's rights against UNDP;

13.5.3 provide that UNDP shall receive written notice from the Contractor's insurance carrier not less than thirty (30) days prior to any cancellation or material change of coverage; and,

13.5.4 include a provision for response on a primary and non-contributing basis with respect to any other insurance that may be available to UNDP.

13.6 The Contractor shall be responsible to fund all amounts within any policy deductible or retention.

13.7 Except for any self-insurance program maintained by the Contractor and approved by UNDP for purposes of fulfilling the Contractor's requirements for maintaining insurance under the Contract, the Contractor shall maintain the insurance taken out under the Contract with reputable insurers that are in good financial standing and that are acceptable to UNDP. Prior to the commencement of any obligations under the Contract, the Contractor shall provide UNDP with evidence, in the form of certificate of insurance or such other form as UNDP may reasonably require, that demonstrates that the Contractor has taken out insurance in accordance with the requirements of the Contract. UNDP reserves the right, upon written notice to the Contractor, to obtain copies of any insurance policies or insurance program descriptions required to be maintained by the Contractor under the Contract. Notwithstanding the provisions of Article 13.5.3, above, the Contractor shall promptly notify UNDP concerning any cancellation or material change of insurance coverage required under the Contract.

13.8 The Contractor acknowledges and agrees that neither the requirement for taking out and maintaining insurance as set forth in the Contract nor the amount of any such insurance, including, but not limited to, any deductible or retention relating thereto, shall in any way be construed as limiting the Contractor's liability arising under or relating to the Contract.

14. ENCUMBRANCES AND LIENS: The Contractor shall not cause or permit any lien, attachment or other encumbrance by any person to be placed on file or to remain on file in any public office or on file with UNDP against any monies due to the Contractor or that may become due for any work done or against any goods supplied or materials furnished under the Contract, or by reason of any other claim or demand against the Contractor or UNDP.

15. EQUIPMENT FURNISHED BY UNDP TO THE CONTRACTOR: Title to any equipment and supplies that may be furnished by UNDP to the Contractor for the performance of any obligations under the Contract shall rest with UNDP, and any such equipment shall be returned to UNDP at the conclusion of the Contract or when no longer needed by the Contractor. Such equipment, when returned to UNDP, shall be in the same condition as when delivered to the Contractor, subject to normal wear and tear, and the Contractor shall be liable to compensate UNDP for the actual costs of any loss of, damage to, or degradation of the equipment that is beyond normal wear and tear.

16. COPYRIGHT, PATENTS AND OTHER PROPRIETARY RIGHTS:

16.1 Except as is otherwise expressly provided in writing in the Contract, UNDP shall be entitled to all intellectual property and other proprietary rights including, but not limited to, patents, copyrights, and trademarks, with regard to products, processes, inventions, ideas, know-how, or documents and other materials which the Contractor has developed for UNDP under the Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Contract. The Contractor acknowledges and agrees that such products, documents and other materials constitute works made for hire for UNDP.

16.2 To the extent that any such intellectual property or other proprietary rights consist of any intellectual property or other proprietary rights of the Contractor: (i) that pre-existed the performance by the Contractor of its obligations under the Contract, or (ii) that the Contractor may develop or acquire, or may have developed or acquired, independently of the performance of its obligations under the Contract, UNDP does not and shall not claim any ownership interest thereto, and the Contractor grants to UNDP a perpetual license to use such intellectual property or other proprietary right solely for the purposes of and in accordance with the requirements of the Contract.

16.3 At the request of UNDP, the Contractor shall take all necessary steps, execute all necessary documents and generally assist in securing such proprietary rights and transferring or licensing them to UNDP in compliance with the requirements of the applicable law and of the Contract.

16.4 Subject to the foregoing provisions, all maps, drawings, photographs, mosaics, plans, reports, estimates, recommendations, documents, and all other data compiled by or received by the Contractor under the Contract shall be the property of UNDP, shall be made available for use or inspection by UNDP at reasonable times and in reasonable places, shall be treated as confidential, and shall be delivered only to UNDP authorized officials on completion of work under the Contract.

17. PUBLICITY, AND USE OF THE NAME, EMBLEM OR OFFICIAL SEAL OF UNDP OR THE UNITED NATIONS: The Contractor shall not advertise or otherwise make public for purposes of commercial advantage or goodwill that it has a contractual relationship with UNDP, nor shall the Contractor, in any manner whatsoever use the name, emblem or official seal of UNDP or the United Nations, or any abbreviation of the name of UNDP or the United Nations in connection with its business or otherwise without the written permission of UNDP.

18. CONFIDENTIAL NATURE OF DOCUMENTS AND INFORMATION: Information and data that is considered proprietary by either Party or that is delivered or disclosed by one Party ("Discloser") to the other Party ("Recipient") during the course of performance of the Contract, and that is designated as confidential ("Information"), shall be held in confidence by that Party and shall be handled as follows:

18.1 The Recipient shall:

18.1.1 use the same care and discretion to avoid disclosure, publication or dissemination of the Discloser's Information as it uses with its own similar Information that it does not wish to disclose, publish or disseminate; *and*,

18.1.2 use the Discloser's Information solely for the purpose for which it was disclosed.

18.2 Provided that the Recipient has a written agreement with the following persons or entities requiring them to treat the Information confidential in accordance with the Contract and this Article 18, the Recipient may disclose Information to:

18.2.1 any other party with the Discloser's prior written consent; *and*,

18.2.2 the Recipient's employees, officials, representatives and agents who have a need to know such Information for purposes of performing obligations under the Contract, and employees officials, representatives and agents of any legal entity that it controls, controls it, or with which it is under common control, who have a need to know such Information for purposes of performing obligations under the Contract, *provided that*, for these purposes a controlled legal entity means:

1822.1 a corporate entity in which the Party owns or otherwise controls, whether directly or indirectly, over fifty percent (50%) of voting shares thereof; *or*,

1822.2 any entity over which the Party exercises effective managerial control; *or*,

18223 for the United Nations, a principal or subsidiary organ of the United Nations established in accordance with the Charter of the United Nations.

18.3 The Contractor may disclose Information to the extent required by law, *provided that*, subject to and without any waiver of the privileges and immunities of the United Nations, the Contractor will give UNDP sufficient prior notice of a request for the disclosure of Information in order to allow UNDP to have a reasonable opportunity to take protective measures or such other action as may be appropriate before any such disclosure is made.

18.4 UNDP may disclose Information to the extent as required pursuant to the Charter of the United Nations, or pursuant to resolutions or regulations of the General Assembly or rules promulgated thereunder.

18.5 The Recipient shall not be precluded from disclosing Information that is obtained by the Recipient from a third party without restriction, is disclosed by the Discloser to a third party without any obligation of confidentiality, is previously known by the Recipient, or at any time is developed by the Recipient completely independently of any disclosures hereunder.

18.6 These obligations and restrictions of confidentiality shall be effective during the term of the Contract, including any extension thereof, and, unless otherwise provided in the Contract, shall remain effective following any termination of the Contract.

19. FORCE MAJEURE; OTHER CHANGES IN CONDITIONS:

19.1 In the event of and as soon as possible after the occurrence of any cause constituting *force majeure*, the affected Party shall give notice and full particulars in writing to the other Party, of such occurrence or cause if the affected Party is thereby rendered unable, wholly or in part, to perform its obligations and meet its responsibilities under the Contract. The affected Party shall also notify the other Party of any other changes in condition or the occurrence of any event which interferes or threatens to interfere with its performance of the Contract. Not more than fifteen (15) days following the provision of such notice of *force majeure* or other changes in condition or occurrence, the affected Party shall also submit a statement to the other Party of estimated expenditures that will likely be incurred for the duration of the change in condition or the event of *force majeure*. On receipt of the notice or notices required hereunder, the Party not affected by the occurrence of a cause constituting *force majeure* shall take such action as it reasonably considers to be appropriate or necessary in the circumstances, including the granting to the affected Party of a reasonable extension of time in which to perform any obligations under the Contract.

19.2 If the Contractor is rendered unable, wholly or in part, by reason of *force majeure* to perform its obligations and meet its responsibilities under the Contract, UNDP shall have the right to suspend or terminate the Contract on the same terms and conditions as are provided for in Article 20, "Termination," except that the period of notice shall be seven (7) days instead of thirty (30) days. In any case, UNDP shall be entitled to consider the Contractor permanently unable to perform its obligations under the Contract in case the Contractor is unable to perform its obligations, wholly or in part, by reason of *force majeure* for any period in excess of ninety (90) days.

19.3 *Force majeure* as used herein means any unforeseeable and irresistible act of nature, any act of war (whether declared or not), invasion, revolution, insurrection, terrorism, or any other acts of a similar nature or force, *provided that* such acts arise from causes beyond the control and without the fault or negligence of the Contractor. The Contractor acknowledges and agrees that, with respect to any obligations under the Contract that the Contractor must perform in areas in which UNDP is engaged in, preparing to engage in, or disengaging from any peacekeeping, humanitarian or similar operations, any delays or failure to perform such obligations arising from or relating to harsh

conditions within such areas, or to any incidents of civil unrest occurring in such areas, shall not, in and of itself, constitute *force majeure* under the Contract.

20. TERMINATION:

20.1 Either Party may terminate the Contract for cause, in whole or in part, upon thirty (30) day's notice, in writing, to the other Party. The initiation of conciliation or arbitral proceedings in accordance with Article 23 "Settlement of Disputes," below, shall not be deemed to be a "cause" for or otherwise to be in itself a termination of the Contract.

20.2 UNDP may terminate the Contract at any time by providing written notice to the Contractor in any case in which the mandate of UNDP applicable to the performance of the Contract or the funding of UNDP applicable to the Contract is curtailed or terminated, whether in whole or in part. In addition, unless otherwise provided by the Contract, upon sixty (60) day's advance written notice to the Contractor, UNDP may terminate the Contract without having to provide any justification therefor.

20.3 In the event of any termination of the Contract, upon receipt of notice of termination that has been issued by UNDP, the Contractor shall, except as may be directed by UNDP in the notice of termination or otherwise in writing:

20.3.1 take immediate steps to bring the performance of any obligations under the Contract to a close in a prompt and orderly manner, and in doing so, reduce expenses to a minimum;

20.3.2 refrain from undertaking any further or additional commitments under the Contract as of and following the date of receipt of such notice;

20.3.3 place no further subcontracts or orders for materials, services, or facilities, except as UNDP and the Contractor agree in writing are necessary to complete any portion of the Contract that is not terminated;

20.3.4 terminate all subcontracts or orders to the extent they relate to the portion of the Contract terminated;

20.3.5 transfer title and deliver to UNDP the fabricated or unfabricated parts, work in process, completed work, supplies, and other material produced or acquired for the portion of the Contract terminated;

20.3.6 deliver all completed or partially completed plans, drawings, information, and other property that, if the Contract had been completed, would be required to be furnished to UNDP thereunder;

20.3.7 complete performance of the work not terminated; *and*,

20.3.8 take any other action that may be necessary, or that UNDP may direct in writing, for the minimization of losses and for the protection and preservation of any property, whether tangible or intangible, related to the Contract that is in the possession of the Contractor and in which UNDP has or may be reasonably expected to acquire an interest.

20.4 In the event of any termination of the Contract, UNDP shall be entitled to obtain reasonable written accountings from the Contractor concerning all obligations performed or pending in accordance with the Contract. In addition, UNDP shall not be liable to pay the Contractor except for those Goods satisfactorily delivered and/or Services satisfactorily provided to UNDP in accordance with the requirements of the Contract, but only if such Goods or Services were ordered, requested or otherwise provided prior to the Contractor's receipt of notice of termination from UNDP or prior to the Contractor's tendering of notice of termination to UNDP.

20.5 UNDP may, without prejudice to any other right or remedy available to it, terminate the Contract forthwith in the event that:

20.5.1 the Contractor is adjudged bankrupt, or is liquidated, or becomes insolvent, or applies for a moratorium or stay on any payment or repayment obligations, or applies to be declared insolvent;

20.5.2 the Contractor is granted a moratorium or a stay, or is declared insolvent;

20.5.3 the Contractor makes an assignment for the benefit of one or more of its creditors;

20.5.4 a Receiver is appointed on account of the insolvency of the Contractor;

20.5.5 the Contractor offers a settlement in lieu of bankruptcy or receivership; or,

20.5.6 UNDP reasonably determines that the Contractor has become subject to a materially adverse change in its financial condition that threatens to substantially affect the ability of the Contractor to perform any of its obligations under the Contract.

20.6 Except as prohibited by law, the Contractor shall be bound to compensate UNDP for all damages and costs, including, but not limited to, all costs incurred by UNDP in any legal or non-legal proceedings, as a result of any of the events specified in Article 20.5, above, and resulting from or relating to a termination of the Contract, even if the Contractor is adjudged bankrupt, or is granted a moratorium or stay or is declared insolvent. The Contractor shall immediately inform UNDP of the occurrence of any of the events specified in Article 20.5, above, and shall provide UNDP with any information pertinent thereto.

20.7 The provisions of this Article 20 are without prejudice to any other rights or remedies of UNDP under the Contract or otherwise.

21. NON-WAIVER OF RIGHTS: The failure by either Party to exercise any rights available to it, whether under the Contract or otherwise, shall not be deemed for any purposes to constitute a waiver by the other Party of any such right or any remedy associated therewith, and shall not relieve the Parties of any of their obligations under the Contract.

22. NON-EXCLUSIVITY: Unless otherwise specified in the Contract, UNDP shall have no obligation to purchase any minimum quantities of goods or services from the Contractor, and UNDP shall have no limitation on its right to obtain goods or services of the same kind, quality and quantity described in the Contract, from any other source at any time.

23. SETTLEMENT OF DISPUTES:

23.1 AMICABLE SETTLEMENT: The Parties shall use their best efforts to amicably settle any dispute, controversy, or claim arising out of the Contract or the breach, termination, or invalidity thereof. Where the Parties wish to seek such an amicable settlement through conciliation, the conciliation shall take place in accordance with the Conciliation Rules then obtaining of the United Nations Commission on International Trade Law ("UNCITRAL"), or according to such other procedure as may be agreed between the Parties in writing.

23.2 ARBITRATION: Any dispute, controversy, or claim between the Parties arising out of the Contract or the breach, termination, or invalidity thereof, unless settled amicably under Article 23.1, above, within sixty (60) days after receipt by one Party of the other Party's written request for such amicable settlement, shall be referred by either Party to arbitration in accordance with the UNCITRAL Arbitration Rules then obtaining. The decisions of the arbitral tribunal shall be based on general principles of international commercial law. The arbitral tribunal shall be empowered to order the return or destruction of goods or any property, whether tangible or intangible, or of any confidential information provided under the Contract, order the termination of the Contract, or order that any other protective measures be taken with respect to the goods, services or any other property,

whether tangible or intangible, or of any confidential information provided under the Contract, as appropriate, all in accordance with the authority of the arbitral tribunal pursuant to Article 26 ("Interim measures") and Article 34 ("Form and effect of the award") of the UNCITRAL Arbitration Rules. The arbitral tribunal shall have no authority to award punitive damages. In addition, unless otherwise expressly provided in the Contract, the arbitral tribunal shall have no authority to award interest in excess of the London Inter-Bank Offered Rate ("LIBOR") then prevailing, and any such interest shall be simple interest only. The Parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such dispute, controversy, or claim.

24. PRIVILEGES AND IMMUNITIES: Nothing in or relating to the Contract shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs.

25. TAX EXEMPTION:

25.1 Article II, Section 7, of the Convention on the Privileges and Immunities of the United Nations provides, *inter alia*, that the United Nations, including its subsidiary organs, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. In the event any governmental authority refuses to recognize the exemptions of UNDP from such taxes, restrictions, duties, or charges, the Contractor shall immediately consult with UNDP to determine a mutually acceptable procedure.

25.2 The Contractor authorizes UNDP to deduct from the Contractor's invoices any amount representing such taxes, duties or charges, unless the Contractor has consulted with UNDP before the payment thereof and UNDP has, in each instance, specifically authorized the Contractor to pay such taxes, duties, or charges under written protest. In that event, the Contractor shall provide UNDP with written evidence that payment of such taxes, duties or charges has been made and appropriately authorized, and UNDP shall reimburse the Contractor for any such taxes, duties, or charges so authorized by UNDP and paid by the Contractor under written protest.

26. MODIFICATIONS:

26.1 No modification or change in this Contract shall be valid and enforceable against UNDP unless executed in writing by the duly authorized representatives of the Parties.

26.2 If the Contract shall be extended for additional periods in accordance with the terms and conditions of the Contract, the terms and conditions applicable to any such extended term of the Contract shall be the same terms and conditions as set forth in the Contract, unless the Parties shall have agreed otherwise pursuant to a valid amendment concluded in accordance with Article 26.1, above.

26.3 The terms or conditions of any supplemental undertakings, licenses, or other forms of agreement concerning any Goods or Services provided under the Contract shall not be valid and enforceable against UNDP nor in any way shall constitute an agreement by UNDP thereto unless any such undertakings, licenses or other forms are the subject of a valid amendment concluded in accordance with Article 26.1, above.

27. AUDITS AND INVESTIGATIONS:

27.1 Each invoice paid by UNDP shall be subject to a post-payment audit by auditors, whether internal or external, of UNDP or by other authorized and qualified agents of UNDP at any time during the term of the Contract and for a period of three (3) years following the expiration or prior termination of the Contract.

27.2 UNDP may conduct investigations relating to any aspect of the Contract or the award thereof, the obligations performed under the Contract, and the operations of the Contractor generally relating to performance of the Contract at any time during the term of the Contract and for a period of three (3) years following the expiration or prior termination of the Contract.

27.3 The Contractor shall provide its full and timely cooperation with any such inspections, post-payment audits or investigations. Such cooperation shall include, but shall not be limited to, the Contractor's obligation to make available its personnel and any relevant documentation for such purposes at reasonable times and on reasonable conditions and to grant to UNDP access to the Contractor's premises at reasonable times and on reasonable conditions in connection with such access to the Contractor's personnel and relevant documentation. The Contractor shall require its agents, including, but not limited to, the Contractor's attorneys, accountants or other advisers, to reasonably cooperate with any inspections, post-payment audits or investigations carried out by UNDP hereunder.

27.4 UNDP shall be entitled to a refund from the Contractor for any amounts shown by such audits or investigations to have been paid by UNDP other than in accordance with the terms and conditions of the Contract. The Contractor also agrees that, where applicable, donors to UNDP whose funding is the source of, in whole or in part, the funding for the procurement of Goods and/or Services which are the subject of this Contract, shall have direct recourse to the Contractor for the recovery of any funds determined by UNDP to have been used in violation of or inconsistent with this Contract.

28. LIMITATION ON ACTIONS:

28.1 Except with respect to any indemnification obligations in Article 12, above, or as are otherwise set forth in the Contract, any arbitral proceedings in accordance with Article 23.2, above, arising out of the Contract must be commenced within three years after the cause of action has accrued.

28.2 The Parties further acknowledge and agree that, for these purposes, a cause of action shall accrue when the breach actually occurs, or, in the case of latent defects, when the injured Party knew or should have known all of the essential elements of the cause of action, or in the case of a breach of warranty, when tender of delivery is made, except that, if a warranty extends to future performance of the goods or any process or system and the discovery of the breach consequently must await the time when such goods or other process or system is ready to perform in accordance with the requirements of the Contract, the cause of action accrues when such time of future performance actually begins.

29. ESSENTIAL TERMS: The Contractor acknowledges and agrees that each of the provisions in Articles 30 to 36 hereof constitutes an essential term of the Contract and that any breach of any of these provisions shall entitle UNDP to terminate the Contract or any other contract with UNDP immediately upon notice to the Contractor, without any liability for termination charges or any other liability of any kind. In addition, nothing herein shall limit the right of UNDP to refer any alleged breach of the said essential terms to the relevant national authorities for appropriate legal action.

30. SOURCE OF INSTRUCTIONS: The Contractor shall neither seek nor accept instructions from any authority external to UNDP in connection with the performance of its obligations under the Contract. Should any authority external to UNDP seek to impose any instructions concerning or restrictions on the Contractor's performance under the Contract, the Contractor shall promptly notify UNDP and provide all reasonable assistance required by UNDP. The Contractor shall not take any action in respect of the performance of its obligations under the Contract that may adversely affect the interests of UNDP or the United Nations, and the Contractor shall perform its obligations under the Contract with the fullest regard to the interests of UNDP.

Simia A Salawu

From: Rym Ghazzali
Sent: Thursday, July 15, 2021 4:46 AM
To: Simia A Salawu
Cc: Fatima Elsheikh; Shanti Karanjit; Deka Moussa; 'pottery lifestyle'
Subject: RE: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Simia,

I have no further comments,

Kind regards,

De : Simia A Salawu <simia.a.salawu@undp.org>
Envoyé : Wednesday, 14 July 2021 09:52
À : Rym Ghazzali <rym.ghazzali@undp.org>
Cc : Fatima Elsheikh <fatima.elsheikh@undp.org>; Shanti Karanjit <shanti.karanjit@undp.org>; Deka Moussa <deka.moussa@undp.org>; 'pottery lifestyle' <patrickhall143@gmail.com>
Objet : FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Rym,

As directed, please be informed that needful was done and attached is the final report and below is the yellow highlighted response for your perusal.

Can you please have a look for our next line of action.

Thanks and best regards,

Simia

From: Rym Ghazzali <rym.ghazzali@undp.org>
Sent: Wednesday, July 14, 2021 7:26 AM
To: Simia A Salawu <simia.a.salawu@undp.org>
Cc: Fatima Elsheikh <fatima.elsheikh@undp.org>; Shanti Karanjit <shanti.karanjit@undp.org>; Deka Moussa <deka.moussa@undp.org>; 'pottery lifestyle' <patrickhall143@gmail.com>
Subject: RE: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Simia,

Please kindly note the following:

- The section strengths and weaknesses is for RFP, not ITBs. Has be deleted from the report
- The mere statement of acid ratio exceeds 1 is not enough. An acid ratio per se should be interpreted within the field of expertise of the company its. You might have an acid ratio < 1 but still acceptable. Have you calculated the MAAT? In general, it is advised to not include statement related to the interpretation of financial statements unless any of the panel has financial management background/ education and can provide support on the matter. Has be deleted from the report.
- AVALON has been recommended for award yet the total cost did not take into consideration insurance. Looking at the worse scenario, if the items are lost during the journey, the risk falls on UNDP. Clarification was sought and AVALON confirmed that their quotation is CIF. Attached is the clarification email.

I would like to bring into your attention that the offers' validity expires in two days. It's a Purchase Order not Contract. The contract would need to be raised before then or request extension from bidders and include it in the file for audit purposes. AVALON extended their Validity till 27 July, 2021.

You might wish to consider the matters, these were mentioned as an advice to be considered.

I hope this helps.

Kind regards,

RG

De : Simia A Salawu <simia.a.salawu@undp.org>

Envoyé : Wednesday, 14 July 2021 07:43

À : Rym Ghazzali <rym.ghazzali@undp.org>

Cc : Fatima Elsheikh <fatima.elsheikh@undp.org>; Shanti Karanjit <shanti.karanjit@undp.org>; Deka Moussa <deka.moussa@undp.org>; 'pottery lifestyle' <patrickhall143@gmail.com>

Objet : RE: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Rym,

Good morning.

I am in the office with Patrick this morning and we have looked at the two points that you've raised concerning the detailed technical evaluation. Kindly find Patrick's inputs as attached.

Secondly, please see my comments as well in the word version of the report.

Please let us know if it's good to move on.

Kind regards,

Simia

From: Simia A Salawu

Sent: Tuesday, July 13, 2021 7:58 AM

To: Rym Ghazzali <rym.ghazzali@undp.org>; 'pottery lifestyle' <patrickhall143@gmail.com>

Cc: Fatima Elsheikh <fatima.elsheikh@undp.org>; Shanti Karanjit <shanti.karanjit@undp.org>; Deka Moussa <deka.moussa@undp.org>

Subject: RE: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

AVALON folder

From: Simia A Salawu

Sent: Tuesday, July 13, 2021 7:51 AM

To: Rym Ghazzali <rym.ghazzali@undp.org>; 'pottery lifestyle' <patrickhall143@gmail.com>

Cc: Fatima Elsheikh <fatima.elsheikh@undp.org>; Shanti Karanjit <shanti.karanjit@undp.org>; Deka Moussa <deka.moussa@undp.org>

Subject: RE: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

AVALON folder

From: Simia A Salawu

Sent: Tuesday, July 13, 2021 7:48 AM

To: Rym Ghazzali <rym.ghazzali@undp.org>; 'pottery lifestyle' <patrickhall143@gmail.com>

Cc: Fatima Elsheikh <fatima.elsheikh@undp.org>; Shanti Karanjit <shanti.karanjit@undp.org>; Deka Moussa <deka.moussa@undp.org>

Subject: RE: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

AVALON folder is too big so I will be splitting it.

From: Simia A Salawu

Sent: Tuesday, July 13, 2021 7:46 AM

To: Rym Ghazzali <rym.ghazzali@undp.org>; 'pottery lifestyle' <patrickhall143@gmail.com>

Cc: Fatima Elsheikh <fatima.elsheikh@undp.org>; Shanti Karanjit <shanti.karanjit@undp.org>; Deka Moussa <deka.moussa@undp.org>

Subject: FW: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Rym,

Thanks for the review.

Please be informed that we did a lot of clarifications from the bidders and they provided all needed information. Upon that the Consultant (Patrick) who evaluated the Detailed Technical Specifications accepted their quotations.

@'pottery lifestyle' Patrick:

Email below for your reference please.

Could you please open the attached excel sheet and look at the Detailed Technical Evaluation and explain these two clarifications from the UNDP Compliance Expert – Rym.

Detailed Technical Evaluation

Description	OKI	AVALON
Rotating Wheel	Comment from Rym: Provided 250mm x 720mm did not match UNDP requirement	Comment from Rym: Voltage is below requirement
Corded Drill		Comment from the Rym : Specification is incomplete

I will share the zip folder of Avalon soon.

Thanks and best regards,

Simia

From: Rym Ghazzali <rym.ghazzali@undp.org>

Sent: Tuesday, July 13, 2021 6:52 AM

To: Simia A Salawu <simia.a.salawu@undp.org>

Cc: Shanti Karanjit <shanti.karanjit@undp.org>; Deka Moussa <deka.moussa@undp.org>; Fatima Elsheikh <fatima.elsheikh@undp.org>

Subject: RE: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Simia,

Please see attached the review of the excel sheet. Please make sure to reflect the CAPEX & OPEX of the selected company in the report under contractor's capacity.

Kind regards,

De : Simia A Salawu <simia.a.salawu@undp.org>

Envoyé : Monday, 12 July 2021 18:48

À : Rym Ghazzali <rym.ghazzali@undp.org>

Cc : Shanti Karanjit <shanti.karanjit@undp.org>; Deka Moussa <deka.moussa@undp.org>; Fatima Elsheikh <fatima.elsheikh@undp.org>

Objet : FW: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Rym,

Thank you for your input.

Kindly have a look at the excel sheet which contained the (Price read out, preliminary, eligibility, technical and financial evaluations). I think you did not open this file during your review.

Please note that all the queries that you have raised had been addressed on this excel sheet as part of the evaluation documents.

The word version is just the summary please.

In waiting for any further action please.

Thanks and best regards,

Simia

From: Rym Ghazzali <rym.ghazzali@undp.org>
Sent: Monday, July 12, 2021 5:24 PM
To: Simia A Salawu <simia.a.salawu@undp.org>
Subject: Fwd: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE:APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Get [Outlook for Android](#)

From: Rym Ghazzali
Sent: Monday, July 12, 2021 4:22:05 PM
To: Simia A Salawu <simia.a.salawu@undp.org>; Shanti Karanjit <shanti.karanjit@undp.org>
Cc: Deka Moussa <deka.moussa@undp.org>; Fatima Elsheikh <fatima.elsheikh@undp.org>
Subject: RE: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE:APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Simia,

Please find attached the report with comments.

Kind regards,

De : Simia A Salawu <simia.a.salawu@undp.org>
Envoyé : Monday, 12 July 2021 13:42
À : Shanti Karanjit <shanti.karanjit@undp.org>; Rym Ghazzali <rym.ghazzali@undp.org>
Cc : Deka Moussa <deka.moussa@undp.org>; Fatima Elsheikh <fatima.elsheikh@undp.org>
Objet : RE: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE:APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)
Importance : Haute

Shanti and Rym- Yes, this is the corrected version.

@Rym: I'm attaching the quotations from the two suppliers, the RFQ and the email addresses to the 10 companies.

I conducted reference checks and I am attaching the feedback from UNDP Haiti and PNUD RDC regarding AVALON (Supplier Performance Evaluation).

I have the signed impartiality and confidentiality Forms of the evaluators as well.

Please feel free to contact me if you need any clarification further.

Thanks and best regards,

Simia

From: Shanti Karanjit <shanti.karanjit@undp.org>

Sent: Monday, July 12, 2021 8:56 AM

To: Rym Ghazzali <rym.ghazzali@undp.org>

Cc: Simia A Salawu <simia.a.salawu@undp.org>; Deka Moussa <deka.moussa@undp.org>; Fatima Elsheikh <fatima.elsheikh@undp.org>

Subject: FW: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Rym and Simia,
I hope this is the correct one.

Many thanks!

Best,
~SK

Shanti Karanjit

Chief Technical Advisor
Climate Change, Energy and Environment Portfolio
United Nations Development Programme
7th floor, Mezz Tower- Rue de Venise
Djibouti – République de Djibouti
Tel: + (253) 21 33 27 53
Mobile : + (253) 77 52 32 72
Email: shanti.karanjit@undp.org
Skype: shantiojha

Rising Djibouti - Solidarity Against Covid19: Together We Are one!



Facing an unprecedented economic crisis as a result of COVID-19, the most vulnerable people, self-employed and small business owners need our help.

Your contribution can change their lives.

DONATE

From: Simia A Salawu <simia.a.salawu@undp.org>

Sent: Monday, June 28, 2021 8:49 AM

To: Deka Moussa <deka.moussa@undp.org>

Cc: Shanti Karanjit <shanti.karanjit@undp.org>; pottery lifestyle <patrickhall143@gmail.com>; Hibo Mohamed <hibo.mohamed@undp.org>

Subject: FW: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Deka,

Please be informed that Shanti informed me about her ill-health and asked me to liaise with you.

Our pending issues are

- signing of the evaluation reports (as attached- LOT 1)
- Sharing of approved E-req to enable us raise PO (Please note that I have attached AVALON's quotation to enable you raise the E-req with 10 lines- item by item)
- Sharing of PROMPT ID

Secondly, we need to start the evaluation of the LOT 2, effective, Tuesday 29th 2021.

Thirdly, there's ITB and RFP review that I am waiting for the feedback.

Please revert to enable me know the way forward.

Kind regards,

Simia

From: Simia A Salawu

Sent: Saturday, June 26, 2021 10:04 PM

To: Shanti Karanjit <shanti.karanjit@undp.org>; pottery lifestyle <patrickhall143@gmail.com>; Hibo Mohamed <hibo.mohamed@undp.org>

Cc: Gael Ollivier <gael.ollivier@undp.org>; Oumayma Abdallah <oumayma.abdallah@undp.org>; Malyoun Elmi <malyoun.elmi@undp.org>

Subject: FINAL REPORT RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ)

Dear Evaluators,

Kindly find attached the Final Evaluation Reports for your studying.

Please confirm if this is the true reproduction of our evaluation reports to enable us append our signatures and submit for further endorsement.

Standing by for your feedback please.

Best regards,

Simia

From: Simia A Salawu

Sent: Wednesday, June 23, 2021 9:15 AM

To: Shanti Karanjit <shanti.karanjit@undp.org>; pottery lifestyle <patrickhall143@gmail.com>

Cc: Hibo Mohamed <hibo.mohamed@undp.org>; Gael Ollivier <gael.ollivier@undp.org>; Oumayma Abdallah <oumayma.abdallah@undp.org>; Malyoun Elmi <malyoun.elmi@undp.org>

Subject: RE: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ) – Supply and Delivery of Pottery Equipment Tools and Mat...

Duly noted with thanks, Dear Shanti.

@Patrick: Can we do the zoom meeting at 1 PM Djibouti time or 6PM.

I am ever ready. Please let me know your availability so that I can create the zoom invite.

Thanks and best regards,

Simia

From: Shanti Karanjit <shanti.karanjit@undp.org>

Sent: Wednesday, June 23, 2021 9:00 AM

To: pottery lifestyle <patrickhall143@gmail.com>; Simia A Salawu <simia.a.salawu@undp.org>

Cc: Hibo Mohamed <hibo.mohamed@undp.org>; Gael Ollivier <gael.ollivier@undp.org>; Oumayma Abdallah <oumayma.abdallah@undp.org>; Malyoun Elmi <malyoun.elmi@undp.org>

Subject: Re: DRAFT EVALUATION REPORT RE: EVALUATION RE: APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ) – Supply and Delivery of Pottery Equipment Tools and Mat...

Dear Simia,

The proposed budget of the OKI is very high.

I can take the call at around 1 PM Djibouti time. I will have lunch break during this time or else in the evening at around 6 PM Djibouti time.

Many thanks!

Best,
~SK

Chief Technical Advisor
Climate, Environment and Energy
UNDP
7th Floor, Mezz Tower
Rue de Venise
Djibouti
Tel: +253 77 52 32 72
Skype: shantiojha
Get [Outlook for Android](#)

From: Simia A Salawu <simia.a.salawu@undp.org>

Sent: Wednesday, June 23, 2021 11:01:35 AM

To: pottery lifestyle <patrickhall143@gmail.com>; Shanti Karanjit <shanti.karanjit@undp.org>

Cc: Hibo Mohamed <hibo.mohamed@undp.org>; Gael Ollivier <gael.ollivier@undp.org>; Oumayma Abdallah <oumayma.abdallah@undp.org>; Malyoun Elmi <malyoun.elmi@undp.org>

Subject: RE: DRAFT EVALUATION REPORT RE: EVALUATION RE:APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS RE: PROCUREMENT ROAD MAP AND NOMINATION OF THE EVALUATION PANEL MEMBERS RE: REQUEST FOR QUOTATION (RFQ) – Supply and Delivery of Pottery Equipment Tools and Mat...

Dear Patrick,

I am sorry to hear that you're unable to open the excel sheet. I am reattaching again.

I have also taken note of the concerns raised. Can we have a zoom meeting to discuss this. Let me know when you will be available and the other team members, so that we can do further discussion on this.

Below is the cost analysis of the two bidders.

Bid Price Readout:

	Description	Total Price USD	Readout Ranking
	COMPANY		
1.	O.K.I General Trading LLC	96,577.00	2nd
2.	AVALON International General Trading LLC	44,978.60	1st

As per the UNDP Policy (POPP), it will be very difficult to select the second lowest (O.K.I General Trading LLC), with over 100% price difference. The Policy allow up to 10% price difference between the first and second. Unless the first lowest did not pass technically. Even with that, the budget that we have for this requirement is not up to that.

@Shanti Karanjit: Could you please confirm availability of fund for this requirement. I would be grateful if you can join this zoom meeting that I will be setting up.

Thanks and best regards,

Simia

From: pottery lifestyle <patrickhall143@gmail.com>

Sent: Wednesday, June 23, 2021 4:08 AM

To: Simia A Salawu <simia.a.salawu@undp.org>

Cc: Shanti Karanjit <shanti.karanjit@undp.org>; Hibo Mohamed <hibo.mohamed@undp.org>; Gael Ollivier <gael.ollivier@undp.org>; Oumayma Abdallah <oumayma.abdallah@undp.org>; Malyoun Elmi <malyoun.elmi@undp.org>

Subject: Re: DRAFT EVALUATION REPORT RE: EVALUATION RE:APPROVAL OF PROPOSED EVALUATION PANEL MEMBERS